

## Report of Change of Address - Landlords

Name  Reference

Address

Property Address

### 1. Moving in

Tenancy Start Date

Name(s)	Date(s) moved in	Previous Address(es)

### 2. Moving out

Tenancy End Date

Name(s)	Date(s) moved out	Forwarding Address(es)

**PLEASE COMPLETE THE DECLARATION BELOW**

Signature  Date

Print name  Telephone

E-mail

**Please return completed form to: - Benefits Service, Civic Centre, Regent Street, Gateshead, NE8 1HH**